



ACADEMIC SENATE

Adopted Minutes

October 3, 2011
Board Room 626
3:00 pm –5:00 pm

1. Call to Order

President Watkins called the meeting to order at 3:10pm

2. Roll Call:

Thomas Watkins, President

Abla Christiansen, Nick Cittadino, Dale Crandall-Bear – *ex officio*, Susanna Crawford, Joe Conrad – *ex officio*, Tracy Fields, LaNae Jaimez, Richard Kleeberg, Lou McDermott, Scott Parrish, Melissa Reeve

Guests: Josh Scott, Corrine Kirkbride

Connie Adams, Interim Admin Assistant

3. Approval of Agenda – October 3, 2011

Motion to Approve – Senator Kleeberg; Seconded – Senator Crawford; Passed - Unanimous

4. Approval of Minutes – September 26, 2011

Motion to Approve – Senator Fields; Seconded – Senator Jaimez; Passed - Unanimous

5. Comments from the Public

6. President's Report

President Watkins gave the following report:

Smoking Policy Changes: Smoking on campus was discussed at the recent President's Cabinet meeting. Maire Morinec, Jerry Kea, and Steve Dawson are committee members and will submit proposals for a smoke and tobacco-free campus or a smoke in designated areas plan. President Watkins will obtain and forward electronic survey results to Senators.

Faculty Hire: EVP Reyes notified President Watkins that some faculty resignations will be coming forward and the hiring process will begin with a plan to have it concluded by December. The information is not public yet. Deans will create a list and a joint Educational Admin and Senate meeting will be scheduled later.

Comments/Questions: Concerns were expressed regarding where students and staff who smoke would go if a totally smoke free policy were to be adopted. Josh Scott noted people from certain demographics might be more impacted and queried if there is data on that. President Watkins responded that the majority opinion at the President's Cabinet meeting leaned towards designated areas. Peer pressure and the police would help with enforcement. Concerns were raised on how much one on-duty officer could do. President Watkins will bring concerns to administration. Once a plan is drafted, it will proceed to the President's Cabinet, SGC and the Senate.

7. Reports

7.1 Superintendent/President Jowel Laguerre

No report

Comments/Questions: Senator Reeve questioned what influence the Senate has on topics reported by S/P Laguerre. In S/P Laguerre's absence, President Watkins responded that Senators should take the information to their constituents and bring back input. Senate related items come back to the Senate for approval. Everything

that ties into the Educational Master Plan, including the middle high school plans has to be justified where it fits into the Mission Statement and will be reviewed by the Senate.

7.2 Sub-Committee Reports

7.2.1 Basic Skills – Josh Scott and Corrine Kirkbride

Josh Scott reported that applications for the Basic Skills coordinator replacement position were accepted through last Thursday. Interview plans are in process to fill the position by November 1. He requested the Senate follow-up to insure the position is filled by then. Corrine Kirkbride added that the HR Manager reported they would be moving forward today and meet with President Watkins tomorrow. A committee needs to be formed to screen applicants. Mr. Scott also reported that the coordinator position for the Academic Success Center is currently at EVP Reyes' desk waiting to be released and follow-up by the Senate would be appreciated on that item also. Funds are available as well as agreement that this is a priority to see posted and filled this semester. Full-time faculty members are eligible for this 50% release time position, 30% funded from Basic Skills and 20% from the general fund. The position would oversee faculty training support and student success workshops (with less duplication and to fill in gaps). Senator Kleeberg noted the position should be termed for 2-3 years and not the life of the person hired. Ms. Kirkbride reported that EVP Reyes spoke of combining the BS and ASC coordinator positions, but they need to be separate positions because of the scope of responsibilities and to keep both areas strong and clear. Senator McDermott queried how the position is different from the previous Dean of Academic Success position. Mr. Scott responded that the position is a part of what was under that dean's purview but there were other responsibilities that would not be appropriate under this position. Senator Crawford added that this has been in the works before there was a Dean of Academic Success.

Corrine Kirkbride reported that mini grant proposals were received, vetted, and some were approved, including proposals to: create special units for ESL students; give vouchers to foster youth, and; counselor first-year experience funding. The mini-grants are proposals by faculty who are interested in supporting Basic Skills students. Ms. Kirkbride clarified that proposals to work with high school students or other areas outside the campus would need to link to the College. A state report must be filed each year to detail use of funds and she is hoping the BS Coordinator will be hired before the extension deadline and will be see the draft report prior to submission. The report information includes empirical data and is useful for College community conversations.

Senator Kleeberg objected to the haphazard approach of release time decisions and strongly recommended the need for policy and procedure to look at all release time and find a working formula. He added he was not directing this personally and he has brought up the concern before and noted that 100% release time had been considered for Basic Skills, while Curriculum is the heart of the College, but the coordinator only receives 20% release time. For the second year, he is working with S/P Laguerre and the union to increase the Academic Senate President release time from 40% to 60%. Senator Kleeberg was hoping that, maybe later this year, a policy and procedure will be created for more sense and balance where release time is allocated.

7.2.2 Curriculum – Joe Conrad

Senator Conrad reported the Curriculum Committee reorganization discussion will be continued at the next Committee meeting. He plans to bring the proposal to the October 17th Senate meeting.

Senator Cittadino questioned when the next catalogue schedule will be released. Senator Conrad responded that some divisions are still working on their schedules, fewer personnel are available, more BANNER training has to happen, and only a few catalogues will be printed. Senator Christiansen queried if there are plans to print schedules that students can purchase as at some other college. Senator Conrad replied that over the last several semesters, the printed documents have had misinformation with scheduling changes out of date. The printed schedule will be worthwhile for general information but classes and schedules are and will not be up-to-date. Senator Cittadino noted that the catalogue is important for counselors and it takes more time to look online. President Watkins suggested that Dean Vines should bring this up at the President's Cabinet meeting.

7.2.3 Distance ED – Dale Crandall-Bear

Chair Crandall-Bear distributed a timeline for LMS Review and reported that the process is moving quickly. The first column in the document lists the DE Committee tasks and the second and third columns outline Senate and other administrative discussion and approval process timelines. The DE October 24th meeting will produce the final list which will be brought to the Senate on November 7th for action. A review committee will be created to work over the winter break. Target dates are set for decision in early January, followed by submission to the Governing Board on January 18th.

Comments/Questions: In response to questions, Chair Crandall-Bear reported the demos have been mind-boggling with very creative and innovative features that are not available in eCollege. He added there is a rolling wave of new technology that is more flexible and with many more tools for instructors to interact with students. Updates are ongoing compared to eCollege updates which take place about every four years. Attendance at the demos has been low. Senator Kleeberg suggested that with 200 fully online courses, it would be beneficial to first have 20 or so faculty to move to a new platform and see how it works and to have faculty experienced to train and counsel the others. Chair Crandall-Bear responded that in an ideal world, that would be the preference, but because of the budget, the timeline will be quick to make a decision and allow more transition time. There are now 14-20 faculty members trying the different platforms. Negotiations will take place with the companies regarding training, although the platforms considered are so intuitive that less training will be needed and some colleges reported that no training was needed.

All the platforms have websites and allow review of courses and some offer blank shells to play with. Chair Crandall-Bear encouraged all faculty members, even if they are not online instructors, to use the shells. All online faculty and senators are invited to the presentations.

The Senate agreed to place a DE LMS presentation on the October 17th agenda. Senator Crawford suggested the Senate invite other faculty to the presentation which will begin at 4:00 pm. President Watkins will invite S/P Laguerre and EVP Reyes also.

7.2.4 Election/Vote Results – Richard Kleeberg and LaNae Jaimez

Senator Kleeberg reported that he and Senator Jaimez counted ballots and were pleased to announce passage of the Constitution by 50:7 votes. Because the Constitution has been ratified, the Senate now has a vice president position. Susanna Crawford was elected by 43:5 votes. The at-large and part-time positions need to be filled and will be next on the election agenda.

8. Action Items

8.1 Senate Representation Reorganization

Senator Kleeberg pointed out corrections to the D (equal school representation) and F (one rep from school #4) representation option paper that was distributed.

Motion to accept item F based on lower faculty members in School 4 – Senator Kleeberg; Seconded – Senator McDermott.

Discussion:

Comments in favor of option F:

Decisions are made on issues and quality of decisions is key, rather than my school vs. your school.

It is more proportionally representative of the new schools.

It is not the number but the voice of representation and good leadership.

Comments in favor of option D:

Greater diversity in voice makes for better decisions.

A school might seem less important with less representation.

The sports programs are huge and serve a large student population.

The larger schools have numbers that would lead to them more likely filling at-large positions.

Equality would be two reps per school and gives faculty more opportunity to participate.

Senator Cittadino queried if two in school 4 would change anything, other than to give more to overall representation which he added could be good wherever it is coming from. Senator Reeve offered another reason outside of proportionality was that two reps would assure the school is represented if someone doesn't attend a meeting or drops out. Senator Parrish added that if a member needs to send a substitute, that person cannot vote. Senator McDermott called the question. President Watkins asked for a vote in favor of the motion which resulted in only one "aye" vote. Senator Kleeberg withdrew the motion; Seconded – Senator McDermott. The original motion was off the table.

Motion to Approve Option D – Senator Reeve; Seconded – Senator Crawford; Passed 5:4.

President Watkins commended Senator Kleeberg for his extensive work on the Constitution revision. Senator Jaimez, also on the Constitution Committee, added her appreciation to Senator Kleeberg for following through on all the work it took to finally complete the process.

9. Information/Discussion Items

9.1 DE Representation Reorganization

DE Chair Crandall-Bear reported that the choice of three CTE reps was discussed after they proposed they should have more based on the number of online instructors and courses in that school. Senator Kleeberg asked for the reason a library rep is included as the library would already be represented in the School of Liberal Arts. Chair Crandall-Bear responded that the DE Committee discussed there is a need for specific voice from the library because of resources there and accreditation guidelines that online students have the same counseling and library services as on-campus students. Senator Reeve questioned if it would be appropriate to have the library listed separately from the School of Liberal Arts and two, rather than three, representatives from the school. Chair Crandall-Bear responded that the Committee discussed that schools should send representatives from different disciplines and have encouraged the schools to spread the representation out.

Senator Kleeberg pointed out that the Academic Senate and subcommittees are legislative committees and students should be non-voting (advisory only) members as it is not appropriate for students to vote on Academic Senate issues. He questioned the vote of deans also, but noted they do meet requirements as faculty members. Governing Board created subcommittees cannot have people vote that aren't part of the membership. Senator Kleeberg requested an asterisk by the ASSC students to denote non-voting status. Chair Crandall-Bear responded that he will bring this up at the DE meeting and it should be no problem to adjust it accordingly from the information Senator Kleeberg shared.

Senator Crawford suggested the DE Committee might also discuss the member numbers regarding a tie vote. Chair Crandall-Bear stated the Committee would determine quorum each year if there are reduced representatives in any area. The Senate will vote on the DE Committee reorganization at the Oct. 17 meeting.

10. Action Reminders

11. Announcements

12. Adjournment

Motion to Adjourn – Senator McDermott; Seconded – Senator Cittadino; Passed – Unanimous
The meeting adjourned at 4:46 pm